

Update on Internet-based RMP submissions

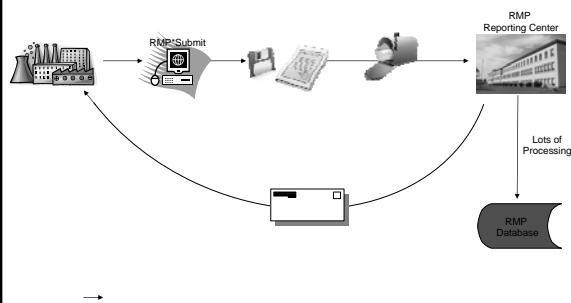
Robert Lucas
EPCRA/RMP Enforcement Coordinator

January 2009

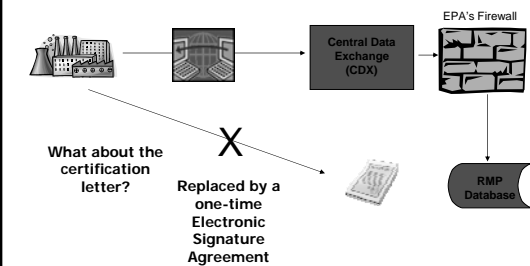
U.S. EPA Pacific Southwest Region
Emergency Prevention and Preparedness



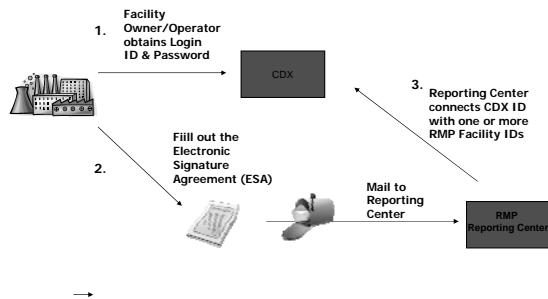
Current system: RMP*Submit



New system: RMP*eSubmit
RMP Submission via the Internet

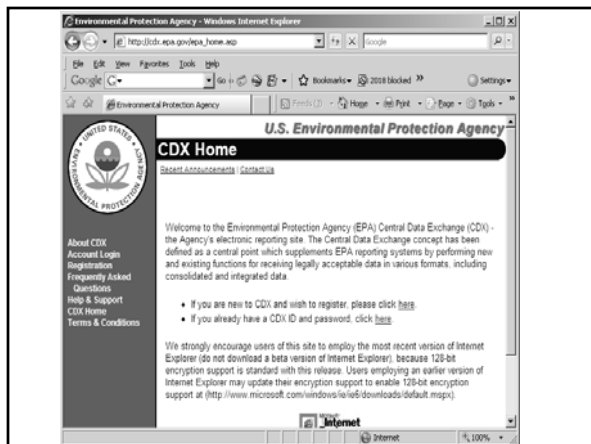


How the Electronic Signature Process Will Work

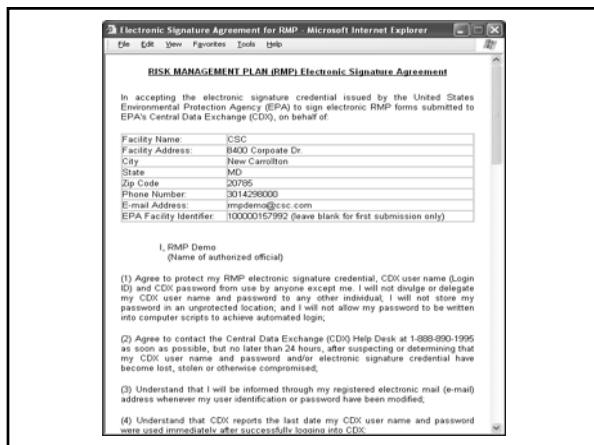


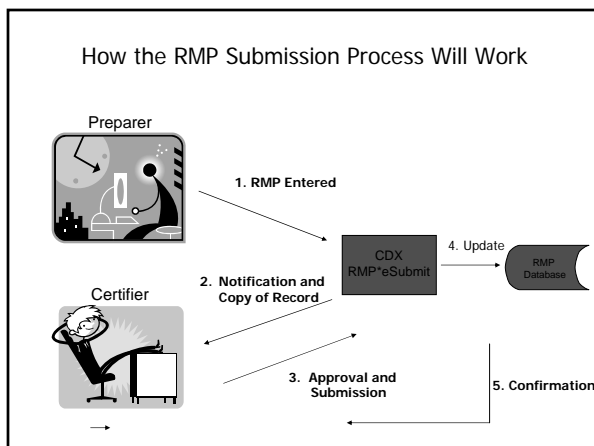
Steps to set up RMP access for a facility

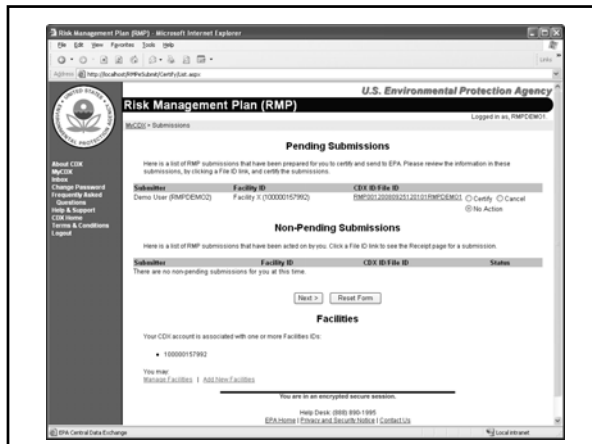
- Certifier sets up CDX account
- Add Program – choose RMP
- Add Role: certifier or preparer
- Certifier role is confirmed only after ESA is processed
- Preparer role is confirmed when access code is entered
- Certifier enters ESA via online form
- ESA includes list of facilities belonging to the certifier
- Certifier downloads and signs the Electronic Signature Agreement
- ESA also signed by witness
- Certifier prepares cover letter on company letterhead
- Certifier sends ESA to the RMP Reporting Center (RC)
- The RC validates the ESA, sets up the database access
- RC gives the certifier an access code for a preparer to use
- Preparer sets up their own CDX account
- Preparers use the access code to enter RMP data for a facility











Transition to RMP*eSubmit

Can facilities continue to use RMP*Submit?

- RMP*Submit will be removed from our website
- No assistance in obtaining and using RMP*Submit will be provided
- Target date: February 2009 (to coincide with availability of the new system)
- Facilities can use the 2004 version if they have it
- We will accept those submissions if they are without error
- Corrections will have to be made via RMP*eSubmit
- Exception: CBI

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Schedule

- RMP*eSubmit alpha test (in-house) – December 15 2008
- RMP*eSubmit beta test (selected facilities and preparers) – January 15 2009
- RMP*eSubmit production system – February 15 2009
- Accommodate CBI – September 2009
- No longer accept submissions from RMP*Submit – January 2010

Help Desk: 1-888-890-1995 or click "Contact Us" link at bottom of RMP eSubmit webpage
